



Wasatch County

Planning Department
55 S 500 East Heber City, UT 84032
(435) 657-3205
planning@wasatch.utah.gov

Application #:	
Zone:	
Tax ID Number:	
Date Received:	
Received By:	
Reviewed By:	
Date Completed:	

Application for Site Plan – Final – JSPA Development

Application Fee: \$1500 + \$10 per developable acre

Note: Applicant must check off each item and provide the attached checklist with the application or it will not be processed.

Owner(s) of Record

Full Name:			Date:	
Last	First	M.I.		
Address:				
Street Address			Apartment/Unit #	
City			State	ZIP Code
Phone:	E-mail Address:			

Applicant or Authorized Representative (if other than above owner) to Whom All Correspondence Is To Be Sent

Full Name:				
Last	First	M.I.		
Address:				
Street Address			Apartment/Unit #	
City			State	ZIP Code
Phone:	E-mail Address:			

Project Information

Project Name:			
Planning Area: (See Land Use Map in the Wasatch County General Plan – map #23, page 135)			
Project Location:			
Street Address		Subdivision/City	
Parcel Number(s)	Section(s)	Township(s)	Range(s)
Project Description: (Including number of lots or units, acreage and/or building square footage)			
Prior Approvals: (list any prior county approval/permits issued for the subject property)			

The below checklist must be included with your application with all items checked off as complete or your application will not be processed.

Application for Subdivision - Final – JSPA Checklist

Final Site Plan (Phased or Overall)

Upon JSPA PC Approval of Preliminary site plan/preliminary plat the following documents and plans are required to be submitted to the Wasatch County Planning Department for final review and approval as part of the final site plan/plat submittal. The Wasatch County Planning Department will review the documents and inform the applicant as soon as reasonably possible, whether the overall final site plan is consistent with the intent of the JSPA including preliminary approval. If the submittal is deemed complete the proposal can be sent out for DRC (development review committee) review. If the final design is deemed inconsistent the Planning Department will outline the inconsistencies and work with the applicant to amend the submittal. The following items are minimum requirements for submission to the Planning Department. Circulation of plans to other departments will not take place until the applicants submission is deemed complete by the planning department.

Requirements:

1. Development Agreement Draft

2. Final site plan

- ☐ Two (2) copies of plans; submitted on 24"x36" dimension as well as electronically in PDF format.
- ☐ One (1) complete 11"x17" reduced set of entire application/all documents.
- ☐ One (1) copy electronic file: DWG, DXF, file format in either State Plane Central Zone NAD 27 or 83 or UTM NAD 27 or 83 (in feet of meters) coordinate system. The electronic file must also include the following:
 - ☐ All pages of the plat;
 - ☐ Site plan;
 - ☐ Landscape plan;
 - ☐ Elevation contours at 2 foot intervals;
 - ☐ Engineering drawings.

3. Each shall show a minimum of the following:

- ☐ Site Layout Plans
- ☐ Overall Development in conformance with the approved master plan and preliminary
- ☐ Building Massing and Locations for the parcel - (Calculation of ERUs by square footage and number of units)
- ☐ Pedestrian linkages – Hardscape Plan (scale 1"=40')
- ☐ Public Spaces (scale 1"=40')
- ☐ Landscape (scale 1"=40')
- ☐ Public Areas
- ☐ Roads and Sidewalks
- ☐ Parking Configurations
- ☐ Phasing Plan
- ☐ Land Use Regulating Plan
 - ☐ Retaining walls and locations
 - ☐ Wall heights from finished grade
 - ☐ Finishes
- ☐ Site Preservation Areas
- ☐ Open space
- ☐ Protected areas

4. Mobility Plans

- ☐ Vehicular Circulation Plans & Profiles
- ☐ Transit Master Plan (If necessary)

- ☐ Stop locations
- ☐ Pedestrian and non-motorized Circulation Plans and Sections
 - ☐ Sidewalks
 - ☐ Paths
 - ☐ Trails (including back country trails)

5. Utility Plans

- ☐ Culinary water
- ☐ Waste water
- ☐ Secondary water systems
- ☐ Public services
- ☐ Grading & Storm Drainage Plans & Profiles
- ☐ Dry utilities
- ☐ Utility access and screening
- ☐ Hydrants with fire flow and storage
- ☐ Electrical transformer, (power boxes, cable boxes, telephone etc.) shall be located of public views.
- ☐ Mechanical units shall be screened from public view and shall have sound attenuated not to exceed 50 dbi.

6. Final Design Guidelines for common Design Elements

- ☐ Narrative of guideline intent
- ☐ Signage, Branding, kiosks and Wayfinding showing the look of the signs with locations
- ☐ Trails and Cart Path Plan with trail sections, rest areas, benches and watering stations
- ☐ Street furniture, street lights, garbage cans/dumpsters and enclosures, bike racks, ski racks etc.
- ☐ Architectural Theme & Features
 - ☐ Materials and Design Handbook show percent of materials used
 - ☐ Green Building Design Handbook with detailed implementation strategy for green building.
- ☐ Residential and Resort Village Areas
 - ☐ Building Siting and Orientation
 - ☐ Solar Orientation Diagrams
 - ☐ Building Height and Massing with materials applied to building facades including door and window locations.
 - ☐ Service Doors
 - ☐ Garage Doors
- ☐ Resort Village
 - ☐ Special Building Forms
 - ☐ Resort Village Envelopes
 - ☐ Resort Village Retail Storefronts
 - ☐ Public Restrooms
 - ☐ Resort Village Buildings Siting and Orientation Guidelines
 - ☐ Building and Streetscape Lighting
 - ☐ Resort Village Building Design Guidelines
 - ☐ Public Amenities Plan (in coordination with landscape plan)
 - ☐ Walls, water features, boulders, lighting, bike and ski/board racks, benches, sidewalk paving materials etc,
- ☐ Parking Guidelines and Plans
 - ☐ Resort Village Street Parking Guidelines
 - ☐ Visual screening of surface parking and structures
 - ☐ Parking area design
 - ☐ Surface parking lot guidelines
 - ☐ Parking structure guidelines
- ☐ Recreational Plans
 - ☐ Golf Plan
 - ☐ Ski Plan
 - ☐ Deer Valley Ski System integration plan

- ☐ Day use beach area plan
- ☐ Dark Sky Initiative Compliance
- ☐ A Snow management plan including snow shedding from roofs to pedestrian areas with consideration of public safety
- ☐ Refuse removal management plan
- ☐ Recreational uses
- ☐ Programming
- ☐ Bridges
- ☐ Golf Related Design Issues
- ☐ Water Quality Guidelines
- ☐ Erosion Control Guidelines
- ☐ Animals
- ☐ Fences
- ☐ Gated Communities
- ☐ Snowmobiles (as applicable)
- ☐ Affordable Housing
- ☐ Noise abatement
 - ☐ Development next to Hwy 40
 - ☐ Mechanical HVAC systems
 - ☐ Amphitheaters and Special Events
 - ☐ Entertainment Venues
- ☐ Utility Lines Locations
- ☐ Substations & Electrical Transformer Locations and view impact mitigation strategy
- ☐ Transit System (if applicable)

Please Read And Sign Before Application Submittal

I declare under penalty of perjury that I am the owner or authorized agent of the property subject to this request and the foregoing statements, answers and attached documents are true and correct. I also certify that I have fully completed the application and provided all of the above listed items other than those specifically deemed not necessary by the Planning Department. As the applicant for this proposal, I understand that applications will be reviewed for completeness by planning department staff. If complete, the application will be vested under laws and ordinances in place at the time the application was submitted. Incomplete applications will be returned to the applicant. I further understand I will be notified when my application has been deemed complete. At that time, I expect that my application will be processed within a reasonable time, considering the work load of the Planning Department.

Signature of
Owner/ Agent: _____ Date: _____

IMPORTANT:

Your application cannot be processed until determined complete by the Planning Staff. An application shall be considered complete when all applicable fees (such as: Special Service District, fire, out-of-pocket expenses, etc.) are paid and all items listed on the application and included checklist are provided or considered not applicable by the Planning Office. All application fees are non-refundable.